

2003 Virginia Statewide Neighborhood Conference APPLICATION FOR EXHIBIT SPACE

If you would like to reserve space for an informational display during the Virginia Statewide Neighborhood Conference September 26 & 27, 2003 in Hampton, Virginia, please complete this form and submit to the Roanoke Neighborhood Partnership by August 30, 2003.

We will accept applications on a first come, first serve basis. Display size will be a primary consideration regarding location of displays. Please be specific if you have certain needs or preferences. We will do our best to accommodate you.

The cost for exhibit space is \$50 due with the application. There may be additional charges for Internet access. Please make checks payable to the Melrose/Rugby Neighborhood Forum.

Displays must be related to the practices, services, and activities of the applicant.

If you have questions, please give me a call at **(757) 437-7575 or (757) 427-8132**.

*Please fax, *e-mail, or mail application and payment to:

Warnette C. Cason
Department of Housing and Neighborhood Preservation
City of Virginia Beach
2424 Courthouse Drive, Building 18A
Virginia Beach, Virginia 23456
Fax to: (757) 426-5766
E-mail: wccason@vbgove.com

*Note: if you e-mail or fax your application, payment should follow within 5 calendar days. E-mail is preferred.

Organization: _____

Contact Name: _____

Title: _____

Address: _____

City: _____

State: _____

Zip Code: _____

Phone: _____

E-mail: _____

Will you need access to an electrical outlet? Yes No

Will you need internet access? Yes No

Will you need a table for your display? Yes No

Please give the dimensions of your display: _____

Please describe any other details or requests below:

Signature: _____

Date: _____

Please keep a copy of this application for your records.